
LIBRARY BOARD ORIENTATION DVD

“Trustees on Track” (2009)

1. WELCOME (1:19 Minutes)

Donna Jones Morris, Utah State Librarian

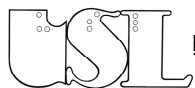
- The trustee is an advocate for the library
- A trustee of the public good – tax dollars
- Your service matters

2. INTRODUCTIONS (3:12 Minutes)

- Terry Ann Harward, currently USL Board, previously with Provo City Library Board
- Brenda Park, currently Eagle Mountain Library Board
- Ken Verdoia, previously with Salt Lake County Library Board
- Kevin Ash, currently USL Board, previously American Fork Library Board
- Marlene Ligare, previously and currently with Park City Library Board
- Kate Reichartinger, currently with Park City Library Board

3. WHAT IS THE LIBRARY BOARD’S MOST IMPORTANT RESPONSIBILITY? (2:31 Minutes)

- Facilitate the job of the director: creating policy, reviewing budgets. (Brenda)
- Advisory role, facilitative role. Important to be on the same page as the library. (Kevin)
- Review policies and update as needed. (Marlene)
- Represent and interact with the community on behalf of the library. (Terry Ann)
- Understand the community the library serves. Help the library evolve as community needs change. Ensure that patrons feel programs and collections are catered to them. (Kate)
- Sometime the trustee gets pulled in the direction of the staff, sometimes in the direction of the city or county government, but the trustee is there to serve the men, women, and children that come to the library. Be that consumer, visit your library, watch the programs, watch how people use the library, be the eyes and ears of the library. This way you will be better informed to provide effective service. (Ken)
- See *Roles and Golden Rules* handout.



4. WHAT CHARACTERISTICS MAKE A GOOD LIBRARY BOARD MEMBER? (2:08 Minutes)

- A trustee needs to be actively involved in the community and have a desire to do that. It is more than just meetings. A desire to get to know the library and city or county government officials. (Brenda)
- A trustee needs to be able to work well with others. Be open-minded. (Marlene)
- Be a good listener. Be able to understand the needs of constituents, the challenges of the library, and be able to bridge those two. Be able to understand the city or county government objectives. (Kevin)
- Attend the board meetings. Understand the issues facing the library. Be able to talk to the public about the issues. (Terry Ann)
- You need to want to put the time in. (Kate)
- Passion for libraries and see their role in the community. Willing to be involved and be active. (Kevin)
- Be humble. Running a modern library is a complex and constantly evolving operation. (Ken)

5. WHAT IS THE RELATIONSHIP BETWEEN THE LIBRARY BOARD AND THE LIBRARY DIRECTOR? (2:13 Minutes)

- A trustee needs to represent the consumer, bring the voice of the citizen into the library and work in collaboration with the library director to bring the best policies and the best customer service. Understand the different influences placed upon the director. (Ken)
- Acknowledge that there will be times when there are differences of opinion. There should be a warm working relationship between the trustee and the director. There should be a willingness to achieve the same objectives (Kevin)
- Mutual support and understanding. (Brenda)
- Both trustee and director need to have an attitude of “I am on your side.” (Marlene)
- The director needs to help trustees understand the issues and board members have a responsibility to ask questions in order to understand those issues and make informed decisions. (Terry Ann)

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